

**caBIG**cancer Biomedical  
Informatics Grid

## CTMS/CDUS SIG Teleconference Meeting Minutes

| <b>Meeting Date</b>          | Wednesday, September 22, 2004<br>12-1 PM EDT  |                    |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
|------------------------------|---|--------------------|-------|--------|------------------------------|--|-----------|------------|--|------|-----------------|--|-----|----------------|--|------|---------------|--|-----------------|--------------|--|--------------|----------------|--|------|-----------------|--|------|---------------|--|-----|-------------|--|--------------------|----------------|--|------|--------------|--|------------|---------------|--|----------|
| <b>Attendees:</b>            | <p><b>Working group coordinators:</b> Scott Finley (Booz Allen Hamilton)<br/>Harshawardhan Bal (Booz Allen &amp; Hamilton)</p> <p><b>Participants:</b></p> <table><tr><th>Name</th><th>Email</th><th>Center</th></tr><tr><td>Rhoda Arzoomanian (SIG lead)</td><td><a href="mailto:rza@medicine.wisc.edu">rza@medicine.wisc.edu</a></td><td>Wisconsin</td></tr><tr><td>Aaron Seib</td><td><a href="mailto:aseib@ctisinc.com">aseib@ctisinc.com</a></td><td>CTIS</td></tr><tr><td>Beverly Meadows</td><td><a href="mailto:meadowsb@ctep.nci.nih.gov">meadowsb@ctep.nci.nih.gov</a></td><td>NCI</td></tr><tr><td>Brenda Crocker</td><td><a href="mailto:crockerbl@msx.upmc.edu">crockerbl@msx.upmc.edu</a></td><td>UPMC</td></tr><tr><td>John Speakman</td><td><a href="mailto:speakman@biost.mskcc.org">speakman@biost.mskcc.org</a></td><td>Sloan-Kettering</td></tr><tr><td>Joyce Niland</td><td><a href="mailto:jniland@coh.org">jniland@coh.org</a></td><td>City of Hope</td></tr><tr><td>Lori Wangsness</td><td><a href="mailto:wangsness.lori@mayo.edu">wangsness.lori@mayo.edu</a></td><td>Mayo</td></tr><tr><td>Rebecca Crowley</td><td><a href="mailto:crowleyrs@msx.upmc.edu">crowleyrs@msx.upmc.edu</a></td><td>UPMC</td></tr><tr><td>Richard Evans</td><td><a href="mailto:evans_r@ccnt.hsc.usc.edu">evans_r@ccnt.hsc.usc.edu</a></td><td>USC</td></tr><tr><td>Rick Magnan</td><td><a href="mailto:magnan@jimmy.harvard.edu">magnan@jimmy.harvard.edu</a></td><td>Harvard university</td></tr><tr><td>Sharon Elcombe</td><td><a href="mailto:elcombe@mayo.edu">elcombe@mayo.edu</a></td><td>Mayo</td></tr><tr><td>Sorena Nadaf</td><td><a href="mailto:s.nadaf@vanderbilt.edu">s.nadaf@vanderbilt.edu</a></td><td>Vanderbilt</td></tr><tr><td>William Price</td><td><a href="mailto:wprice@theradex.com">wprice@theradex.com</a></td><td>Theradex</td></tr></table> | Name               | Email | Center | Rhoda Arzoomanian (SIG lead) | <a href="mailto:rza@medicine.wisc.edu">rza@medicine.wisc.edu</a> | Wisconsin | Aaron Seib | <a href="mailto:aseib@ctisinc.com">aseib@ctisinc.com</a> | CTIS | Beverly Meadows | <a href="mailto:meadowsb@ctep.nci.nih.gov">meadowsb@ctep.nci.nih.gov</a> | NCI | Brenda Crocker | <a href="mailto:crockerbl@msx.upmc.edu">crockerbl@msx.upmc.edu</a> | UPMC | John Speakman | <a href="mailto:speakman@biost.mskcc.org">speakman@biost.mskcc.org</a> | Sloan-Kettering | Joyce Niland | <a href="mailto:jniland@coh.org">jniland@coh.org</a> | City of Hope | Lori Wangsness | <a href="mailto:wangsness.lori@mayo.edu">wangsness.lori@mayo.edu</a> | Mayo | Rebecca Crowley | <a href="mailto:crowleyrs@msx.upmc.edu">crowleyrs@msx.upmc.edu</a> | UPMC | Richard Evans | <a href="mailto:evans_r@ccnt.hsc.usc.edu">evans_r@ccnt.hsc.usc.edu</a> | USC | Rick Magnan | <a href="mailto:magnan@jimmy.harvard.edu">magnan@jimmy.harvard.edu</a> | Harvard university | Sharon Elcombe | <a href="mailto:elcombe@mayo.edu">elcombe@mayo.edu</a> | Mayo | Sorena Nadaf | <a href="mailto:s.nadaf@vanderbilt.edu">s.nadaf@vanderbilt.edu</a> | Vanderbilt | William Price | <a href="mailto:wprice@theradex.com">wprice@theradex.com</a> | Theradex |
| Name                         | Email   | Center             |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Rhoda Arzoomanian (SIG lead) | <a href="mailto:rza@medicine.wisc.edu">rza@medicine.wisc.edu</a>  | Wisconsin          |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Aaron Seib                   | <a href="mailto:aseib@ctisinc.com">aseib@ctisinc.com</a>  | CTIS               |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Beverly Meadows              | <a href="mailto:meadowsb@ctep.nci.nih.gov">meadowsb@ctep.nci.nih.gov</a>  | NCI                |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Brenda Crocker               | <a href="mailto:crockerbl@msx.upmc.edu">crockerbl@msx.upmc.edu</a>  | UPMC               |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| John Speakman                | <a href="mailto:speakman@biost.mskcc.org">speakman@biost.mskcc.org</a>  | Sloan-Kettering    |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Joyce Niland                 | <a href="mailto:jniland@coh.org">jniland@coh.org</a>  | City of Hope       |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Lori Wangsness               | <a href="mailto:wangsness.lori@mayo.edu">wangsness.lori@mayo.edu</a>  | Mayo               |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Rebecca Crowley              | <a href="mailto:crowleyrs@msx.upmc.edu">crowleyrs@msx.upmc.edu</a>  | UPMC               |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Richard Evans                | <a href="mailto:evans_r@ccnt.hsc.usc.edu">evans_r@ccnt.hsc.usc.edu</a>  | USC                |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Rick Magnan                  | <a href="mailto:magnan@jimmy.harvard.edu">magnan@jimmy.harvard.edu</a>  | Harvard university |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Sharon Elcombe               | <a href="mailto:elcombe@mayo.edu">elcombe@mayo.edu</a>  | Mayo               |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| Sorena Nadaf                 | <a href="mailto:s.nadaf@vanderbilt.edu">s.nadaf@vanderbilt.edu</a>  | Vanderbilt         |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
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| <b>Agenda:</b>               | <ol style="list-style-type: none"><li>1. Review of Minutes of last Teleconference</li><li>2. Update on Action Items</li><li>3. Discussion of Data Transmission Standards</li><li>4. Discussion of CDE Plan – B. Meadows</li><li>5. Discussion of CTMS/CDUS/AE Reporting Survey Updates</li><li>6. Future Plans</li><li>7. Plans for next Face to Face Meeting, November 16-17, 2004</li><li>8. Next Teleconference: October 13th, 12-1pm EST</li></ol>  |                    |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |
| <b>General discussion</b>    |   |                    |       |        |                              |  |           |            |  |      |                 |  |     |                |  |      |               |  |                 |              |  |              |                |  |      |                 |  |      |               |  |     |             |  |                    |                |  |      |              |  |            |               |  |          |

**points raised by participants:**

In a follow up regarding a request by many SIG members for copies of a document about the CTEP initiated secure FTP project, William Price explained that the document contained little useful information beyond the fact that a sFTP process was being implemented and technical details for people who would be making those submissions.

Brenda Crocker requested that she would like to obtain the document since she had not got it from CDUS. To follow up with Connie Kiefer if the document can be sent to Brenda Crocker since she was involved with uploading the CDUS data to their ftp site.

The CTMS/CDUS survey was sent to Connie Kiefer and Bill Price by Amy Cox. Bill Price commented on a note by someone in the survey that descriptions about data extraction were unclear and that they should be directed to the complete specification manual intended for people involved in electronic transmissions rather than the ACES manual for completion of case report forms, which does not have that information. Bill Price to send details on where the document can be obtained so the information could be distributed to the SIG.

Involvement of VCDE in the CTMS/CDUS Reporting SIG: Rebecca Crowley described a model for CDE and terminology development governance from the perspective of U. Pittsburgh. The VCDE group meets every 2 weeks to discuss various aspects of CDE/terminology development and the tools for mapping of CDEs and several documents related to topics such as central versus distributed CDE development were available for comment on the caBIG website. The CDEs will be developed by each domain workspace or Cancer centers not the VCDE group itself and will depend on the specific application of the CDEs. The CDEs administration function will be shared between the respective Workspace and the VCDE group. The review and harmonization process will happen centrally in collaboration with the VCDE, domain Workspace and the NCI.

The terminology development model was still in discussion. The institutions involved in terminology development, in general, will have lot more freedom to develop terminologies because the requirements are different than those for CDEs development. The specific issue of how to get NCI to harmonize vocabularies and CDEs with respect to CTMS/CDUS Reporting was raised (Scott Finley). The solution was to examine the terminologies that were being used and to determine if there were commonalities between the terminologies used by NCI. Also important was to understand how well existing terminologies used by the Cancer centers and those that were available from the NCI Metathesaurus captured the terms that would be necessary to define the problem space (Rebecca Crowley).

Beverly Meadows explained that the CDEs are the structure that is used to express the metadata about what the data elements mean. For example, a data element such as age will have a data element concept, which will be composed of a set of tokens from the controlled vocabulary.

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|----------------------------|---|
|                            | <p>Richard Evans suggested creating a web service to accept the data elements that CTMS and CDUS need, which the group can adopt and distribute. An effort to create a list of CDUS terms is underway at CTEP through content and infrastructure meetings (Beverly Meadows). The content meetings were investigating what different vocabularies were available, including HL7 and CDISC. Beverly Meadows volunteered to share the CDEs with the SIG after they were finalized. An analysis of the CDEs being developed by Hemant Shah (City of Hope) for CTMS/CDUS Reporting and the ones being developed between CTEP for CDUS reporting would be an important step for the SIG to start defining CTMS/CDUS Reporting CDEs (Rhoda Arzoomanian).</p> <p>Hemant Shah and Margaret Haber to serve as potential liaisons between VCDE and the CTMS Workspaces. Others such as Troy Budd may also be included in the SIG to share their expertise on issues relating to CDE development (Beverly Meadows).</p> <p>Beverly Meadows suggested that the SIG review a listserv that maintained information on the application and interpretation of ISO standards, construction of CDEs, adoption or modification of existing CDEs, harmonization of elements and information on meetings that discuss CDE development. Beverly Meadows to send the URL to the listserv to John Speakman to share with the SIG.</p> <p>The SIG requested the presence of Beverly Meadows or representatives from NCI/CTEP who are experts in CDEs development at the face-to-face meeting. Beverly Meadows suggested Aaron Seib, Troy Budd or Mike Montello as possible attendees.</p> |
| <p><b>Action items</b></p> | <p>Send URL to the listserv to John Speakman to share with the SIG (Beverly Meadows).</p> <p>Send CDEs PowerPoint to Harsh Bal and Rhoda Arzoomanian to share with the SIG (Beverly Meadows).</p> <p>Finalize agenda items to discuss during the October 27<sup>th</sup> call for the City of Hope face-to-face meeting.</p> <p>Distribute (CDEs?) spreadsheet to John Speakman (Beverly Meadows).</p> <p>Follow up with Connie Kiefer if the sFTP document can be sent to Brenda Crocker.</p> <p>Send details on the location of the specification manual for CTMS reporting that could be distributed to the SIG (Bill Price).</p> <p>Send link to an external data standard survey conducted by NCI (contracted to SAIC) to determine the terminologies that should be adopted by NCI (Rebecca Crowley).</p>   |

